



MIAMI BEACH

Announcement of Open Position
For Current City of Miami Beach Employees Only

RECREATION LEADER I
PARKS AND RECREATION DEPARTMENT
\$12.54 HOURLY SALARY

Open: 09/01/2009 8:30 AM

Close: 09/11/2009 5:00 PM

NATURE OF WORK

This position assists in the planning, organizing, directing and promoting of recreational activities and events for all age groups. Work includes providing enjoyable programs, while ensuring the safe conditions of all patrons, facilities, and equipment, by adhering to all safety rules. Work involves the adapting of programs to meet the needs, interests, and abilities of all patrons. This position also performs varied clerical work including, but not limited to, answering phones, maintain records, and data entry.

MINIMUM REQUIREMENTS

- Two (2) months full-time paid experience leading or teaching group recreational or educational activities
OR
- Completed one course from accredited college or university in education, physical education, recreation, art, psychology, health, music, theater, or equivalent.
- Shift work may include nights, weekends, and holidays.
- Valid Florida Driver's License with acceptable driving record.

PREFERENCES

Be at least seventeen (17) years of age. Have an experience in working with children such as experience as a camp counselor/leader in a recreational setting. Ability to swim in deep water; work experience in a therapeutic or recreation facility, or experience as a sports specialist.

This position is represented by: A.F.S.C.M.E (American Federation of State, County, and Municipal Employees)

TO APPLY

Please fill out and submit an application through the following ways:

E-MAIL: Applications can be downloaded from the City's website www.miamibeachfl.gov
And then e-mailed to: jobs@miamibeachfl.gov

IN PERSON: Monday through Thursday, 8:30 a.m. – 5:00 p.m. (EXCLUDING HOLIDAYS),
Miami Beach City Hall, Human Resources Department, 3rd Floor

BY MAIL: Miami Beach City Hall
Human Resources Department
1700 Convention Center Drive
Miami Beach, FL 33139

(Mailed applications should be received by the closing date specified on the job announcement)

FAXES NOT ACCEPTED. Due to the volume of applications we are unable to verify the status of your application. We are only able to verify receipt of the application. Interviews are conducted by the hiring department. Interviews are not guaranteed to any applicant. Applications will be valid for two years from the closing date of recruitment.

CLASS NO: 6118
UC NO: 09-CO-2-513

EOE/AA/ADA/VET PREF

We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community.